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## **ITEM 1302 – CONTRACTOR REGISTRATION**

### **Section 1302.01 Registered Sewer Contractor Required**

No person or persons, firm or corporation or any employee of such firm or corporation, with the exception of the homeowner, shall be issued permits to connect, open or alter any public sanitary sewer or appurtenance unless such person or persons shall have first obtained from the Sanitary Engineer a certificate of registration for doing such work.

### **Section 1302.02 Registered Water Contractor Required**

No person or persons, firm or corporation or any employee of such firm or corporation, with the exception of the homeowner, shall be issued permits to connect, open or alter any public water main, appurtenance or water service connection unless such person or persons shall have first obtained from the Sanitary Engineer a certificate of registration for doing such work.

### **Section 1302.03 Requirements For Registering Contractors**

An applicant desiring to become registered as a sewer and/or water contractor in Portage County shall be a competent, reputable person or firm incorporated in the State of Ohio, regularly engaged in constructing sanitary sewers and/or water mains and shall have been so engaged for a reasonable period of time prior to the time of his application.

### **Section 1302.04 Application And Bond**

An application form which is supplied by the Sanitary Engineer must be completed and returned to the office of the Sanitary Engineer together with a bond to the benefit of the Board in an amount not less than \$5,000.00. Said bond shall be on a form provided by the Sanitary Engineer.

The bonding company submitting the bond must be licensed to do business in the State of Ohio.

### **Section 1302.05 Insurance Required**

The Registered Contractor shall annually submit proof that he has public liability, property damage and automobile insurance covering any and all claims for damages for personal injury, including accidental death, as well as from claims for property damages which may arise from his operation or

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those of his Subcontractors. The minimum amounts of such insurance shall be set by the Board.

Policies shall contain the following provisions:

"The Company agrees that 10 days prior to the cancellation or reduction of the insurance(s) afforded by this/these policies with respect to the work performed as a [Sewer and/or Water] Contractor registered by the Board of County Commissioners of Portage County, written notice of such cancellation or reduction will be mailed to the Portage County Water Resources Department."

**Section 1302.06 Protection Of Property Owner (Mechanics Liens)**

A Registered Contractor is expected to protect property owners by providing proper affidavits to the property owner that all labor and material costs incurred doing the owner's work have been paid prior to receiving payment from the owner.

Failure in this regard will be considered when determinations are necessary as to continuation of the registration by Portage County.

**Section 1302.07 Supervision Required**

The Registered Contractor is expected to exercise close supervision over the work being performed under his registration. If occasionally, the Registered Contractor is not able to be present, he must have a thoroughly competent and capable foreman in charge of the work. If the Registered Contractor wishes to maintain various crews, he must select competent foremen who must be named in his application for registration. In all instances, when the Registered Contractor wishes to subcontract, only with the permission of the Sanitary Engineer, his Subcontractor or foreman shall also be registered.

**Section 1302.08 Contractor Responsibility**

It shall be the responsibility of any Registered Contractor to comply with the requirements of these Rules And Regulations and to properly correct any violations of these Rules And Regulations.

Any Registered Contractor failing to correct said violations within a reasonable time, after being notified by the Sanitary Engineer to make the corrections, shall be charged for all costs incurred by the Sanitary Engineer in correcting such violations.

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**Section 1302.09      Period Of Registration And Payment**

Registration will remain in effect until the 30th day of June of the year for which it is issued, unless previously revoked. Registrations will be revoked if the holder violates any of these Rules and Regulations or instructions of the Sanitary Engineer.

The annual charge for Contractor Registration is \$35.00.

**Section 1302.98      Period Of Registration And Payment**

The rates established in Item 1302 – Contractor Registration shall remain in full force and effect until the Board of Commissioners, modifies or deletes said rate.

- END OF ITEM -